

The Canadian Legion  
of the B.E.S.L.



Saskatchewan  
Command

By-Laws

"They served till Death! Why not we?"



*"They Served till Death!—Why Not We?"*



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Saskatchewan  
Command

By-Laws

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## **PRINCIPLES AND POLICY**

1. The Legion shall be democratic, non-sectarian and shall not be affiliated to, or connected directly or indirectly with, any political party or organization.

The Legion shall stand for loyalty to the reigning Sovereign, Canada and the British Empire, for maintenance of the foundation principles of the British Constitution, for the development of a national and united spirit, and for ordered government in Canada, and while striving for peace, good will and friendship among all nations, will advocate the maintenance in and by Canada of adequate and efficient forces, on land, sea and in the air, for the defence of our country and for the discharge of those obligations which rest upon us by virtue of our partnership in the British Empire.

The Legion shall stand for strong and united comradeship among all those who have served in His Majesty's forces throughout the Empire, so that neither their rights nor their interests shall be forgotten, and so that their welfare and that of their dependents, especially the dependents of the disabled, sick, aged and needy, may be safeguarded.

## **PURPOSES AND OBJECTS**

(a) To bring about the unity of all who have served in His Majesty's Navy, Army, Air Force or any Auxiliary Force;

- (b) To further among them the spirit of comradeship and mutual help, and the close and kindly ties of active service.
- (c) To preserve the records and memories of their services, and to see that their services generally shall not be forgotten by the Nation, and (that) due attention shall be paid to their welfare and that of their dependents;
- (d) To perpetuate the memory and needs of the fallen and of those who die in the future; and to promote and care for memorials to their valour and sacrifice; to provide suitable burial; and to keep an annual Memorial Day;
- (e) To see to the maintenance and comfort of those who require special treatment, of the disabled, sick, aged and needy; and to promote the welfare of the women, children and others their dependents;
- (f) To educate public opinion regarding national duties to the dead, the disabled, and others who have served, and their dependents;
- (g) To foster loyalty among the public and education in the principles of patriotism, duty and unstinted public service;
- (h) To support suitable undertakings for the training, employment and settlement of ex-service men and women, and the education of their children;
- (i) To preserve their statutory, acquired and legitimate rights, and those of their dependents; and in so doing to offer the Legion's co-operation to those officially charged with the responsibility of administering such rights by Federal or other governments.

(j) To pass on to their families and descendants the traditions for which they stand;

(k) To assist comrades now serving, especially in connection with their return to civil life, and to safeguard the interests of their dependents whilst they are in service;

(l) To assist ex-service men to secure not less than the recognised standard rates of wages, in accordance with their ability;

(m) To secure adequate pensions, allowances, grants and war gratuities for ex-service men and women, their dependents, and the widows, children and dependents of those who are dead, and to labor for honourable provision being made for those who, in declining years are unable to support themselves;

(n) To co-operate with Empire and allied associations of similar aims and objects;

(o) To establish, organize and regulate provincial, district and local bodies, or Commands and Branches, in convenient centres throughout Canada and elsewhere.

(p) To establish, organize and regulate provincial, district and local bodies of women for the purpose of assisting The Legion in seeing to the maintenance and comfort of disabled, sick, aged and needy ex-service men and women and their dependents, and to co-operate with The Legion in the promotion and carrying out of all the aims and objects of The Legion. Such groups to be known as the Ladies' Auxiliaries of The Canadian Legion of the British Empire Service League;

(q) To acquire and hold such property in the nature of club rooms, canteens, hospitals, rest homes, offices, equipment of all kinds and material, as may be necessary for the administration of The Legion and its authorized Provincial and District Commands, Branches and Ladies' Auxiliaries, in pursuit of the aims and objects of The Legion as herein described;

(r) To raise and co-ordinate funds for assisting those mentioned in the preceding paragraphs, to provide for the administration of The Legion and its authorized Provincial and District Commands, Branches and Ladies' Auxiliaries, and to see that these and other funds raised for such purposes are applied to those purposes and none other.

## **ORGANIZATION**

2. The primary unit of the Legion shall be the Branch, to one of which every member must belong. Any Branch may decide to restrict its membership to persons who have seen service in any particular area or capacity, or who have some common interest either in service or in civil life. Each local Branch shall exercise complete autonomy in regard to its own property and affairs, and shall have power to make its own by-laws and regulations, governing its activities, so long as they are consistent with the general rules and principles of the By-Laws of the Canadian Legion. No officer or member shall make public any statement, oral or written, as to the policy of the Legion, in connection with any question or matter, unless or until such policy has been declared:

(a) By a meeting of the Branch affected, or by the Executive Committee of such Branch, as to matters of local character and within the jurisdiction of the Branch. Any appeal for financial assistance by any Branch shall be restricted to that area within which the Branch has jurisdiction.

(b) By a Provincial Convention or a Provincial Executive Council, as to matters of a Provincial character, and within the jurisdiction of such Provincial Command.

(c) By a Dominion Convention or the Dominion Executive Council as to all other matters and questions.

(d) Branches and Executive Councils, other than the Dominion Executive Council, shall be limited in the exercise of their autonomy each to its own territory and any and all activities contemplated, which are not so limited, shall be first approved by the Superior Command having jurisdiction.

3. The channel of communication shall be from the Branch through its Superior Command.

4. The financial year of the branches of the Provincial Command shall be the calendar year and on or before the 31st of March in each year all branches shall file with the Provincial Command an Auditor's Certificate as to the receipts of Per Capita Tax for the year.

## **GENERAL BY-LAWS**

1. The title of the organization is the Saskatchewan Command of the British Empire Service League. It is hereinafter referred to as The Command.

2. ORGANIZATION. The Command is chartered by the Dominion Command of the Canadian Legion of the British Empire Service League and is subject to the jurisdiction of the Dominion Command, and bound by the Letters Patent incorporating and By-Laws of the Canadian Legion.

3. The Command is comprised of all members of the Canadian Legion of the British Empire Service League, resident in the Province of Saskatchewan, and in good standing.

## **COMPOSITION AND DUTIES OF THE EXECUTIVE COUNCIL**

4. Subject to the control of the Convention the affairs of the Command shall be administered by an Executive Council consisting of Immediate Past President, President, 1st Vice-President, 2nd Vice-President, Chairman, Honorary Treasurer, all Zone Representatives and a representative of each of those departments especially provided for by Dominion Command to watch over the interest of ex-servicemen and women (and particularly the Tuberculous Veterans Association and the Imperial Veterans as contemplated in Article 1, Section 31, of the By-Laws of the Canadian Legion). The principle of representation of all parts of the Province shall be observed as far as possible.

5. Consultations of the Executive Council may be held by telegraph, or telephone, and subsequently confirmed by letter. A ballot of the Executive Council may be taken by mail.

6. Officers, members and employees of the Executive Council shall be entitled to

expenses when attending Conventions, meetings of the Executive Council or when otherwise engaged on the business of the Canadian Legion, when duly authorized as follows: Railway fare and such *per diem* allowance as the Executive Council may determine from time to time.

7. The President shall preside at the opening and closing of all Conventions and meetings of the Executive Council. He shall exercise a general supervision and control over the officers, members and business of the Command. He shall call all Conventions and meetings of the Executive Council as provided herein or in the By-Laws of the Canadian Legion. He shall transact such other business as may by custom pertain to his office. The Provincial President shall be the Provincial Representative on the Dominion Council.

8. In the absence or disability of the President, all the rights and powers vested in the President shall for the time being be vested in the 1st Vice-President, and in the absence or disability of both the President and 1st Vice-President all rights and powers vested in the President shall for the time being be vested in the 2nd Vice-President, and in the absence or disability of the President, 1st Vice-President and 2nd Vice-President, all rights and powers vested in the President shall for the time being be vested in the Chairman.

9. The Chairman shall preside over the debate and transaction of business of the Convention, and in the absence of the President and Vice-President shall exercise all rights and powers of the President.

10. The Honorary Treasurer or one other member designated by the Council shall countersign all cheques issued by the Secretary, and all promissory notes, bills of exchange and other instruments involving any liability of the Command.

11. The Secretary shall be appointed by the Executive Council and shall keep a recording of the proceedings of all Conventions and of the meetings of the Executive Council in special books provided for that purpose. He shall give notice of, and shall attend, all Conventions and meetings of the Executive Council and have with him the necessary minute and record books and correspondence relative to the business of the Command. He shall be custodian of the Seal of the Command. He shall keep a just and true account of all monies received and paid out by the Command, of all financial transactions of any and every kind whatsoever, including a full and complete statement of the credits and liabilities of the Command. He shall deposit all funds of the Command in the bank as hereinafter provided. He shall pay out all monies owing by the Command when duly authorized to do so. He shall keep his books in the office of the Command, and they shall be open to the inspection of the officers and members of the Executive Council at all times. Whenever required by the Executive Council he shall furnish a detailed statement containing a summary of the property and liabilities of the Command, and of all its financial dealings. He shall hold all his books and records and act at all times and in all respects entirely at the will and direction of the Executive

Council and shall perform such other duties and conform to all such rules and regulations as the Executive Council may determine from time to time. He shall be bonded at an amount to be fixed by the Executive Council.

12. Meetings of the Executive Council or of the officers of the Command shall be called by the President at such times as he deems necessary.

13. Fifteen shall constitute a quorum at any meeting of the Executive Council.

## **PROVINCIAL CONVENTIONS**

14.—(1) The Provincial Convention shall meet alternately in the North and South, at Regina, Saskatoon and Moose Jaw, at a date to be fixed by the Provincial Executive Council; provided, however, that a Convention must be called not less frequently than biennially.

(2) The number of delegates which each Branch shall be entitled to send to a Provincial Convention, as representing its members, shall be one of the first fifty members or fraction thereof, and one for each additional 50 members or fraction thereof.

(3) On a poll vote the result shall be declared on the number of votes cast by delegates including proxies.

15. All resolutions for submission to the Convention shall be filed with the Secretary of the Command at least 30 days prior to the opening of the Convention.

16. Prior to the opening of any Provincial Convention, such Committees as are necessary to expedite the work of the Con-

vention shall be constituted by the Provincial Council, and such Committees shall meet, if necessary, before the opening of the Convention and any extra expense occasioned thereby shall be paid by the Provincial Command.

17. Special Committees may be appointed as required, and unless otherwise determined by the Convention shall be named by the presiding officer. They shall perform the duties assigned to them and report as required.

18. Unless otherwise provided the first named on the Committee shall act as convenor to call the Committees together, after which a Chairman shall be elected. The majority of any Committee shall constitute a quorum for the transaction of business.

19. All reports of Committees shall be presented in writing signed by the members offering the same.

20. To the Resolutions Committee shall be handed all resolutions for combination, amendment or consolidation, and for report to the Convention. Should the Committee not report any resolution to the Convention, any delegate shall have the right to introduce it to the Convention, provided that a majority of the delegates present agree, but only after all resolutions presented by the said Committee and all other matters of regular business have been disposed of.

21. Election of Officers: At a time decided on by Provincial Council. The Chairman will call for nominations. Elections shall be by ballot. The successful candidate must have a clear majority of votes cast.

## **Procedure at Provincial Convention:**

**22. Following shall be the suggested order of business:**

1. Called to order by the President.
2. At the word of the President, all stand with bowed heads in one minute silence in memory of our Fallen Comrades.
3. Singing of one verse of "O Canada".
4. Receipt of greetings, welcomes and replies, thereto.
5. Election of Committees.
6. Recess for meeting and organizing of Committees.
7. Chairman assume chair.
8. First report of Credentials Committee.
9. Annual address and report of the President.
10. Reports of Secretary, Honorary Treasurer, and Auditor.
11. Reports of Committees.
12. General Business.
13. Nomination and election of officers and members of the Command.
14. Unfinished business.
15. President resumes chair.
16. National Anthem—

*"God Save the King."*

**23. The Presiding Officer shall enforce order and strict observance of the By-Laws. He shall decide all points of order subject to an appeal to the Convention.**

**24. The Presiding Officer shall, when debate has ceased on any question, put the same to a vote, giving the words of the**

motion or resolution clearly so that no member may misunderstand the question on which he is about to vote. The Presiding Officer shall have the deciding vote in case of a tie.

25. Anyone wishing to speak shall rise and address the Presiding Officer. He shall wait until he is recognised and state his name and Branch before speaking further.

26. No private discussions shall be held when the Convention is in session, nor shall debate be conducted in an unseemly manner. In matters not provided for in these By-Laws all proceedings shall be conducted in accordance with Parliamentary procedure.

27. The success of any Provincial Convention depends upon the open-minded consideration by the delegates of the views expressed at the Convention, and instructions by Branches to Delegates should not be in a hard and fast form precluding such consideration.

### **BANKING and SEAL. CREST and CHARTERS**

28. All monies payable to the Command shall be paid to the Secretary, and shall be deposited by him forthwith in a chartered bank. The account shall be kept in the name of the Command.

29. All payments by the Command shall be made by cheque, signed by the Secretary and countersigned by the Honorary Treasurer, or the President or Vice-President. No cheque shall be signed in blank.

30. There shall be a Seal for the Command, and for every Branch, which shall be according to such design as may be approved by the Dominion Command.

31. The official Crest shall be used on all stationery issued and used by the Command, and a cut thereof shall be procured and kept in the custody of the Secretary.

32. At the first Executive Council Meeting following a Convention, a chartered accountant shall be appointed to act as Auditor, and his salary fixed. The Auditor shall report to the Executive Council annually, or at such lesser periods as Council desires.

33. Members of the Legion who are qualified may be appointed Auditors, provided that no officer or member of the Executive Council shall be eligible. A copy of the Auditor's report shall be filed with the President and Honorary Treasurer of the Command prior to a Convention, and shall be presented by the Honorary Treasurer to the Convention.

34. Branches shall be required to make the following returns to the Secretary of the Command:

1. One copy of the application for membership of each accepted member, together with at least six months' per capita tax for both Dominion and Provincial Commands.

2. Monthly returns of all applications for membership showing disposition made of them and in the case of rejections the grounds on which the application was rejected.

3. Annual returns in duplicate of all members in good standing as at December 31st in each year, such returns to be in the hands of the Provincial Secretary not later than the following January 20th.

4. Yearly returns of officers and members of Executive Committees elected or appointed at the Annual Meeting of the Branch, immediately thereafter, together with a copy of the Annual Financial Statement of the Branch, showing any real estate, stocks, bonds or other property held by such Branch.

5. Forms for these returns shall be provided and supplied to Branches by the Secretary of the Command.

6. Yearly returns of all Poppy and Wreath sales, together with amount available (by December 31).

## **ZONE**

1. The Province shall be divided into districts known as Zones. The number and boundaries of the Zones shall be decided upon by the Provincial Convention from time to time.

2. Each Zone will meet in convention annually, unless otherwise decided by a majority of branches in the Zone, at a place decided on at the preceding convention.

3. The Zone Convention will meet at the call of the Zone Representative.

4. Zone Representatives shall be elected at the Annual Zone Convention and hold office until the following Zone Convention or until his successor shall have been duly elected. Vacancies to be filled by Provincial Executive Council.

5. Each Branch shall be entitled to send to the Zone Convention as representing its members two delegates for first twenty members or fraction thereof and two for each additional 25 members or fraction thereof.

6. The following shall be the suggested order of business at all Zone Rallies:

1. Call to order by Zone Representative.
2. O Canada.
3. One Minute Silence.
4. Addresses of Welcome.
5. Minutes of the last Zone Rally.
6. Roll call of Branches.
7. Zone Representative's Report.
8. Business of Rally.
9. Resolutions.
10. Election of Zone Representatives.
11. Place of next Zone Rally.
12. Installation of elected Zone Representative.
13. General further business for the welfare of the Zone, or the Legion as a whole.
14. Closing ceremony.
15. National Anthem .

**"GOD SAVE THE KING."**

7. The following ceremony will be followed at installation of Zone Representatives:

Installing Officer: Comrade Sergeant-at-Arms, kindly conduct the Zone Representative-elect to his position in front of, and facing me (the Sergeant-at-Arms conducts the Zone Representative-elect to the platform).

Installing Officer: Comrade .....

..... you have been chosen by your fellow members of this the ..... Zone to be the Chief Executive Officer of this Zone for the ensuing term. They have faith in your integrity, your desire to serve the best interests of the veterans and the ..... Zone of the Canadian Legion. I need not remind you that this honor carries with it certain responsibilities. It will be your duty to maintain the traditions of the

..... Zone of the Canadian Legion in general, to visit the Branches in the ..... Zone and assist the officers of those Branches in maintaining a high standard of service to your fellow Comrades and the community in general, to represent your Comrades as a member of the Provincial Council, to be the personal representative of the Provincial President and to co-operate with the general membership of the ..... Zone, always bearing in mind the foundations, aims and objects and the declaration of principles of our Legion; also the duty of all Comrades towards the disabled, the widows and the dependents. Before I officially install you in your office, will you give your fellow members an assurance that at all times you will endeavour to carry out to the fullest extent in your power, your various responsibilities. Are you ready to give such assurance?

The Zone Representative shall repeat the following declaration after the Installing Officer: "As a man of honor I pledge myself to perform the duties of my office

as Zone Representative of this the ..... Zone of the Canadian Legion, fearlessly and in a non-partisan manner to the best of my ability."

Installing Officer: Then Comrade, by virtue of the Charter of the Canadian Legion and with the consent of the Provincial and Dominion Council I hereby declare you duly and legally installed as Zone Representative of the ..... Zone, in token of which I hand you the gavel. I heartily congratulate you on the honor that has been conferred upon you, and do convey to you the assurance of unstinted support in the carrying out of your duties."

These By-Laws may be amended or repealed by a majority vote of a Convention, provided that one month's notice has been given to the Executive Council, unless such notice be waived by a two-thirds majority of the Convention.







